

# Forrestal Garage Parking Tips & Suggestions for Our Customers

## Car Key Availability

There may come a time when you are blocking someone who needs to leave before the designated lane departure time. In this instance, the person you are blocking will notify you directly, or have the attendants in the garage, or the Parking Management Office contact you so that your vehicle can be moved. Make sure you have current phone numbers on your permit and if you are a part of a car pool or van pool, we need each person listed on the permit to also have current phone numbers. You should always let someone in your office know where to locate you or leave your keys with someone you trust, in order to have your vehicle moved. These conditions also include, but are not limited to, a permit holder visiting Germantown or going to lunch. Once the person you are blocking, the garage attendants or the Parking Management Office has placed the call, you are allotted 10 minutes to move your vehicle, or a citation will be issued. If you leave the keys with someone in your office or a friend, you are still held responsible for the immediate removal of your vehicle when requested. So please make any required updates on your permit so that you can avoid the citation. For further information, please refer to the DOE Parking Order, HQ O 344.1.



## Garage Entrances

Both entrances of the garage have a 6'10" height clearance, which limits entry. The 12th Street ramp will open at 6:00 am and remain open until 7:00 pm weekdays. On weekends and holidays, the 12th Street ramp will be closed. The 9th Street ramp will open each work day at 3:00 pm and close at 9:00 am the following work day. On weekends and holidays, the 9th Street ramp will remain open for 24 hours a day, (opening Friday at 3:00 pm and remaining open until 9:00 am Monday).

## Department of Energy Parking Management Office

Forrestal Parking Garage  
Byron Deegan 202-586-9285  
Charvonne Hill and Gwen Moten  
202-586-4271  
Fax 202-586-0576

Email Addresses  
Byron.Deegan@hq.doe.gov  
Charvonne.Burnett@hq.doe.gov  
Gwen.Moten@hq.doe.gov

## Parking Permit Sales

Monthly permits will be issued the last four working days of the month and the first three working days of the new month. The parking booth will be open to sell permits between the hours of 8:00 am through 3:00 pm. February permits will go on sale January 28, 2003 until February 5, 2003. To reduce wait time at the booth, we ask that permit holders please have their authorization card, proper government identification and old permits in hand.

## We're on the Web!

<http://ma.mbe.doe.gov/admin/ParkingHome.htm>

## Car Pool Anyone?

If anyone is interested in beginning a car pool between the areas of Connecticut Avenue and Wisconsin Avenue near Chesapeake Street, NW please contact the Parking Management Office at 6-4271 for details.

## Obeying the "Stop Signs"

We are concerned about employees who are not stopping at the posted "Stop" signs in the Forrestal Garage. We have the signs posted so that no one is hit, whether it be a pedestrian or vehicle. We have also noticed that some of the permit holders are not observing the posted speed limit that are driving through the garage doing up to 35 mph. The Federal Protective Service officers come in the garage and issue tickets to permit holders not adhering to the rules. They issue tickets that are \$50 and up, depending on the circumstance. Therefore, we ask that everyone observe the stop signs and speed limit in the garage so that we will not have any accidents.

Garage attendants have also observed cars traveling in the wrong direction, especially traffic exiting the garage. Driving against the flow of traffic is a tremendous safety hazard. Please follow directional lines and prevent an accident from happening and be aware that the parking attendants will issue tickets to violators.

